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| REMOVAL OF CIVIL OFFICER- Address to Governor for removal; two-thirds vote of Members elected required | Note relative when motion to, in order |
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| | completion of morning |
| of | substance as one defeated, not in order |
| Motion to, in order, when (ruling) | First reading and referral to committee |

| House joint, order of consideringRule 5.09(8) House resolutions, first reading and | Visitors, recognition of; information concerning listed in Journal |
|---|--|
| referral to committee Rule 5.08(1) | Witnesses, list requiredRule 7.12(b) |
| Introduction ofRule 5.08(2) | RETIREMENT SYSTEMS- |
| Joint, subject to same rules as bills Rule 10.01 | Content; when required Rule 7.09(i) |
| Minority committee report; procedure, | ROLL CALL- |
| Note relative privilege to consider when introduced | Committee meetings; records of those present and absentees, with excuses of latter |
| Notes relative approval by Governor Rule 8.01 | Demand by three Senators for yeas and nays Rule 6.15(b) |
| Notes relative certain, which may not be considered Rule 8.02 | Demand that motion be in writing not effective after commencement |
| Notes relative order of considering Rule 5.09 | (ruling), Rule 6.03 Names of Senators called |
| Recall from Governor or House, for | alphabetically Rule 5.05 |
| reconsideration, motions | Not to be interrupted Rule 6.15(d) |
| necessary | Record vote upon final passage of certain matters Rules 6.15(a), 16.05(1), (4) |
| 16.08(7) | Record vote when Member out of |
| Reference to committee Rule 8.02 | Senate |
| Reports on to precede consideration Rules 11.06, 5.12(a) | Senator present and failing to vote counted in determining a |
| Senate concurrentRule 5.09(5) | quorumRule 6.15(b) |
| Senate joint, order of considerationRule 5.09(3) | Senator refusing to answer may be marked present Rule 6.16 |
| Senate, order of consideration Rule 5.09(4) | Vote on constitutional amendments and other questions requiring two-thirds vote of Members elected to be |
| Signing of joint | recorded Rule 6.15(a) |
| affirmative vote of Members | RULES- |
| present Rules 5.11(a), 16.06(8) | See also Amendments, Suspend, |
| Special order resetting to earlier time by affirmative vote of four-fifths | Suspension. |
| Members present Rules 5.11(c), | Adoption by committees and subcommittees; |
| 16.04(6) | contentRule 11.07(a) |
| Substitute, adopted by committee, procedure for handling Rule 7.11 | Adoption, resolution for majority vote of Members |
| Suspension of constitutional limit on spending Rule 6.01(b) | required Rules 16.07(1), 21.01 Amendment of Senate, referral to |
| Suspension of limitations imposed on | committee Rule 8.02 |
| conference committees, requirements for appropriations bills Rules 12.08, 16.07(3) | Committee, rules for operation, adoption, content; no conflict with Senate rules Rule 11.07 |
| Suspension of rule relative admittance to | Constitutional rule relative days for |
| sessions | introduction and consideration, |
| Transmission to House Rule 18.01 Two-thirds vote Members present to | suspension of Rules 7.07(b), 7.13, 16.03(1), 16.03(2) |
| amend joint, on third | Deadline for |
| readingRule 16.06(13) | report Rules 7.24, 16.04(2) |

| Deadline for report from committee, 17 days before final adjournment, suspension | Appeals from, when the rules are silent |
|---|---|
| Senate Rules 2.07, 16.02(1) | SECRETARY OF SENATE- |
| Two-thirds vote of Members present, unless rule specifies different majority, to suspend rule | Action taken on nominations reported to Governor by |

| Duties when call of Senate ordered Rule 5.04 | Persons who may or may not be admitted when Senate in |
|---|---|
| Election at opening of session Rule 1.04 | session Rules 2.02, 2.03(a), |
| | (b), 2.04, 2.05, 2.06, 2.07, 16.02(1) |
| Endorsement of bills, etc., sent to House | Proper male attire required in Rule 3.01 |
| Executive session, keeping secret proceedings until injunction of secrecy removed | Sergeant-at-Arms to clear, etcRule 2.01(b) |
| Governor to be informed by, of action on nominations Rule 14.04 | Suspension of rule as to admittance |
| Motion in possession of Senate after being read by Rule 6.04 | SENATE COMMITTEES- See Committees, Standing Committees. |
| Motions in writing to be read by Rule 6.03 | SENATE JOINT RESOLUTIONS- |
| Prefiled bills; duties of Secretary Rules 7.04(a), (d) | Order of consideringRule 5.09(3) |
| Record of amendments to bill during consideration in Committee of the | SENATE JOURNAL- See Journal. |
| Whole, kept on separate sheet of | SENATORS- |
| paperRule 13.05 | See also Member of Senate. |
| Record of committee proceedings, transcript, to be given | Attendance of absent, may be compelledRules 5.02, 16.09(2) |
| to | Bribery, expulsion if |
| Reports of committees, filed by chairman or vice-chairman with, within three | convicted Rule 4.10 |
| days of actionRule 11.12 | Division of question may be demanded by one Member |
| Senate called to order by, after removal of Senator from chair Rule 4.08 | Expulsion for disorderly conductRule 4.09 |
| Senator present who fails to vote to be recorded present by | Frequency of speeches by, in one debate Rule 4.05 |
| SENATE- | Interruption of Senator on |
| Elections by Rules 1.01, 1.04, 1.05, | floorRule 4.03 |
| 16.08(1), (2) | Majority may demand immediate |
| Exclusive powers granted by Constitution Appendix | decision on point of order Rules 6.12, 16.08(11) |
| Senators required to attend sessions | Majority of those present may |
| unless sick or unable to attend Rule 5.03 | replace Senator presiding temporarily Rules 1.01, 16.08(2) |
| SENATE BILLS- | Names on roll call to be called |
| See Bills. | alphabetically |
| SENATE CHAMBER- | vote to be marked present Rule 6.16 |
| See also Hall of the Senate. | President to be addressed by those about |
| Doors closed, leaving prohibited during | to speak Rule 4.01 |
| call of Senate | Printed copies of bills to be available to Members and on desks 24 hours before |
| Eating and drinking in, prohibited Rule 3.02 | considerationRule 7.12(a) |
| Exceptions to admittance rule, Rule 2.06 | Reasons for vote may be spread on Journal Rule 17.01 |
| Note relative closing for executive | Reconsideration of vote may be moved |
| session | only by Member voting on prevailing side Rule 6.10 |

| Removal from chair | SESSIONS OF SENATE- See also Special Session. Bills filed within first 60 days of session; introduction, referral to committee |
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| Arrest of Senator ordered removed from chair | Motion to refer to; preference |
| of proceedings Rules 15.01, 16.02(5) Attendance of committee members to be enforced by | SPECIAL ORDERS- Consideration precedes other business on President's table, displacement of |
| Enforcing rule on proper dress; suspension of rule by President of Senate | Motion to set not substitute for motion to suspend regular order (ruling) |
| Senator called to order may be required to take his seat Rules 4.07, 16.06(5) Senators may send, for absentees | fixed |

| Two-thirds vote of Senators present to set Rules 5.11(a), 16.06(8) | SUBPOENA- Compelling attendance of witness or |
|--|--|
| SPECIAL SESSION- Jurisdiction of: precedents Appendix Notes relative what bills may be introduced at | production of evidence by Senate Committee |
| | SUBSTITUTE BILLS- |
| SPEECHES, SPEAKING- See Debate. | Committee substitute bills; course of; consequences of defeat Rule 7.11 |
| SPONSOR OF BILL- | SUM- |
| Appointment to Conference Committee | Motion to fix sum, largest sum has precedence Rule 6.05 |
| Closing debate after motion to table Rule 6.02 | SUNSET- |
| Senate sponsor of House bill, determinationRule 11.14(2) | Sunset bill on second reading; no amendment unless matter |
| Note relative priority accorded in debate Rule 4.04 | previously discussed in public hearing Rule 7.16 |
| | SUSPEND- |
| SPREADING ON THE JOURNAL- Reconsideration, request to spread on | Note relative motion to, |
| Journal; effect; time for subsequent | explainable Rule 6.02 |
| actionRules 6.11, 16.08(7) | Rule of Senate, vote necessaryRule 16.06(12) |
| STANDING COMMITTEES- | SUSPENSION- |
| See also Committees. | Admission rule, |
| Appointment by President Rules 11.02, 11.04 | suspension |
| Attendance of a witness or production | Notes relative pending question to take |
| of evidence; authority of standing | up another |
| committee to compel; information | Of regular order during morning call prohibited |
| required Rule 11.20 List of Rule 11.02 | Regular order; advance notice; intent |
| Members appointed by Lieutenant | calendar Rules 5.14, 16.04(5) |
| Governor Rule 11.01 | Rule requiring reading of bills on three several days Rules 7.18, 16.04(1) |
| Reports of, Rule 11.06 | Time limit for considering |
| STANDING SUBCOMMITTEES- | bills Rules 7.13, 16.03(1) |
| Appointment Rules 11.01, 11.03. | Time limit rule for introducing bills Rules 7.07(b), 16.03(2) |
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| Fiscal note from Legislative Budget | to suspend a Senate |
| Board required on certain bills and resolutions Rule 7.09(b-h) | ruleRule 16.06(12) |
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| Constitutional requirements for amending | T |
| (precedents) Appendix | TABLE- |
| STRIKE OUT- | Affecting only matter to which |
| Permissible multiple motions to strike | directedRules 6.06, 6.07 |
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| Strike out and insert not divisible | Debate of motion to lay on, |
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| Motion allowed, when question being considered by | Vote required to suspend and note Rules 7.18, 16.04(1) |
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| of taxesRule 16.05 | •• |
| Release of payment (public calamity)Rule 16.05(3) | V VERIFICATION OF VOTE- |
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| Defeated motion to suspend may be repeated same legislative day (ruling) | of Members present requiredRule 16.06(7) |

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| Adoption of rules, majority vote required | Immediate ruling on point of order may be demanded by majority |
| 10.02, 16.05(1) | Majority of votes of Members required to amend |
| Definitions Rule 16.01 | rulesRules 16.07(6), 22.01 |
| Entry in Journal of vote on questions | Manner of voting in elections by |
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| Four-fifths vote of Members present to | Messages not to be received pending |
| suspend limitation on voting on third | taking of vote Rule 18.02 |
| reading after 135th day of regular | Note relative verification Rule 6.15 |
| session Rules 7.25, 16.04(3) | Note relative vote required to pass |
| Four-fifths vote of Members present to | bill creating flood control |
| suspend reading of bill on three several | districts Rule 16.05 |
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| Four-fifths vote of Members present | Passage of bill after the 135th calendar |
| to suspend rule prohibiting vote on | day of session, no vote allowed unless |
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| Immediate consideration of petitions and | Precedence of votes on subsidiary |
| certain resolutions, two-thirds vote required Rule 8.02 | motions Rule 6.01 |
| required Rule 0.02 | |

| President may direct Senator not voting to be marked present Rule 6.16 | Tie vote on question in absence of Lieutenant Governor defeats |
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| President shall call for yeas and nays on all questions requiring two-thirds vote of Members | it |
| elected Rule 6.15(a) | Two-thirds of Senators present may |
| Previous question, ordered by majorityRules 6.09, 16.08(10) | suspend pending special order to take up another special order, the time for |
| Reasons for vote may be spread upon Journal Rule 17.01 | the consideration of which has arrived Rules 5.11(b), 16.06(8) |
| Reconsideration of | Two-thirds vote of Members of |
| question Rules 6.10, 16.08(7) | Senate to pass constitutional |
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| required | Two-thirds vote to change order of business Rule 16.06(6) |
| Re-refer bills or resolutions, approval of both chairs and | Two-thirds vote to postpone |
| two-thirds vote of Members | consideration of a special |
| present requiredRules 6.08, | order Rules 5.11(b), 16.06(8) |
| 16.06(10) | Vetoed bills, vote required for |
| Rescind Senate rule, vote necessary to | passage Rules 6.20, 16.05(7), 16.06(2) |
| Resolution acted on immediately, when | Votes of Senate to be entered in Journal Rule 17.02 |
| Right of Lieutenant Governor to vote in Committee of the | Yeas and nays may be demanded by three Senators, entry on |
| Whole Rule 13.03 | JournalRule 6.15(b) |
| Secrecy of executive session, injunction removed by unanimous vote of | 11 7 |
| Senate Rules 15.01, 16.02(5) Special order set by two-thirds vote of | \mathbf{W} |
| Members present | WITHDRAWAL OF MOTION- |
| 16.06(8) | After previous question ordered |
| Special order reset to earlier time by affirmative vote of four-fifths Members | (editorial note)Rules 6.09, 16.08(10) |
| present | Motion in possession of Senate may be withdrawn, when Rule 6.04 |
| Subjects requiring | Note relative effect of, on |
| two-thirds Rules 16.05, 16.06 | debate Rule 6.04 |
| Suspension of rules limiting | Note relative privilege of maker at any |
| introduction and consideration | time Rule 4.03 |
| of bills Rules 7.07(b), 7.13, 16.03(1),16.03(2) | WITNESS- |
| Suspension of three-day rule requires | Compelling attendance and production |
| vote of four-fifths of Senate present Rules 7.18, 16.04(1) | of evidence by standing committee Rule 11.20 |

| WITNESSES- List required, committee | On all bills appropriating money or lands for any purpose Rule 6.15(a) |
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| reports | On final passage of all constitutional amendments |
| | on questions requiring vote of two-thirds Members present, rules on entry in Journal |
| Y | Suspension of three-day rule; vote required, entry in Journal Rule 7.18 |
| YEAS AND NAYS- | YIELDING- |
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